



Housing Opportunities for Persons With AIDS (HOPWA) Program

Consolidated Annual Performance and Evaluation Report (CAPER) Measuring Performance Outcomes

OMB Number 2506-0133 (Expiration Date: 08/31/2011)

The HOPWA CAPER report for formula grantees provides annual information on program accomplishments in meeting the program's performance outcome measure: maintain housing stability; improve access to care; and reduce the risk of homelessness for low-income persons and their families living with HIV/AIDS. This information is also covered under the Consolidated Plan Management Process (CPMP) report and includes Narrative Responses and Performance Charts required under the Consolidated Planning Regulations. The public reporting burden for the collection of information is estimated to average 45 hours per manual response, or less if an automated data collection and retrieval system is in use, along with 68 hours for record keeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Grantees are required to report on the activities undertaken only, thus there may be components of these reporting requirements that may not be applicable. This agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless that collection displays a valid OMB control number.

Overview. The Consolidated Annual Performance and Evaluation Report (CAPER) provides annual performance reporting on client outputs and outcomes that enables an assessment of grantee performance in achieving the housing stability outcome measure. The CAPER, in conjunction with the Integrated Disbursement Information System (IDIS), fulfills statutory and regulatory program reporting requirements and provides the grantee and HUD with the necessary information to assess the overall program performance and accomplishments against planned goals and objectives

HOPWA formula grantees are required to submit a CAPER, and complete annual performance information for all activities undertaken during each program year in the IDIS, demonstrating coordination with other Consolidated Plan resources. HUD uses the CAPER and IDIS data to obtain essential information on grant activities, project sponsors, housing sites, units and households, and beneficiaries (which includes racial and ethnic data on program participants). The Consolidated Plan Management Process tool (CPMP) provides an optional tool to integrate the reporting of HOPWA specific activities with other planning and reporting on Consolidated Plan activities.

The revisions contained within this edition are designed to accomplish the following: (1) provide for an assessment of unmet need; (2) streamline reporting sources and uses of leveraged resources; (3) differentiate client outcomes for temporary/short-term and permanent facility-based assistance; (4) clarify indicators for short-term efforts and reducing the risk of homelessness; and (5) clarify indicators for Access to Care and Support for this special needs population. In addition, grantees are requested to comply with the Federal Funding Accountability and Transparency Act 2006 (Public Law 109-282) which requires federal grant recipients to provide general information for all entities (including subrecipients) receiving \$25,000+ in federal funds.

Table of Contents

PART 1: Executive Summary

1. Grantee Information
2. Project Sponsor Information
3. Contractor(s) or Subcontractor(s) Information
 - A. Grantee and Community Overview
 - B. Annual Performance under the Action Plan
 - C. Barriers or Trends Overview
 - D. Assessment of Unmet Housing Needs

PART 2: Sources of Leveraging

PART 3: Accomplishment Data

PART 4: Summary of Performance Outcomes

1. Housing Stability: Permanent Housing and Related Facilities
2. Prevention of Homelessness: Short-Term Housing Payments
3. Access to Care and Support: Housing Assistance with Supportive Services

PART 5: Worksheet - Determining Housing Stability Outcomes

PART 6: Certification of Continued Use for HOPWA Facility-Based Stewardship Units (Only)

Central Contractor Registration (CCR): *This is a new reporting requirement effective October 1, 2009.* The primary registrant database for the U.S. Federal Government; CCR collects, validates, stores, and disseminates data in support of agency acquisition missions, including Federal agency contract and assistance awards. Both current and potential federal government registrants are required to register in CCR in order to be awarded contracts by the federal government. Registrants must update or renew their registration at least once per year to maintain an active status. Although recipients of direct federal contracts and grant awards have been required to be registered with CCR since 2003, this requirement is now being extended to indirect recipients of federal funds with the passage of ARRA. Per ARRA (American Recovery and Reinvestment Act) and FFATA (Federal Funding Accountability and Transparency Act) federal regulations, all sub-grantees or subcontractors receiving federal grant awards or contracts must have a DUNS (Data Universal Numbering System) Number and be registered with the CCR (Central Contractor Registration).

Continued Use Periods. Grantees that use HOPWA funds for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for ten years for HOPWA-eligible beneficiaries. For the years in which grantees do not receive and expend HOPWA funding for these activities, the grantee must submit an Annual Certification of Continued Project Operation throughout the required use periods. This certification is included in Part 5 in CAPER.

Final Assembly of Report. After the entire report is assembled, please number each page sequentially.

Filing Requirements. Within 90 days of the completion of each program year, grantees must submit their completed CAPER to the CPD Director in the grantee's State or Local HUD Field Office, and to the HOPWA Program Office: Office of HIV/AIDS Housing, Room 7212, U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, D.C. 20410.

Definitions: Facility-Based Housing Assistance: All HOPWA housing expenditures which provide support to facilities, including community residences, SRO dwellings, short-term or transitional facilities, project-based units, master leased units, scattered site units leased by the organization, and other housing facilities approved by HUD.

Grassroots Organization: An organization headquartered in the local community where it provides services; has a social services budget of \$300,000 or less annually; and six or fewer full-time equivalent employees. Local affiliates of national or larger organizations are not considered "grassroots."

Housing Assistance Total: The non-duplicated number of households receiving housing subsidies and residing in units of facilities that were dedicated to persons living with HIV/AIDS and their families that were supported with HOPWA or leveraged funds during this operating year.

In-kind Leveraged Resources: These involve additional types of support provided to assist HOPWA beneficiaries such as volunteer services, materials, use of equipment and building space. The actual value of the support can be the contribution of professional services, based on customary rates for this specialized support, or actual costs contributed from other leveraged resources. In determining a rate for the contribution of volunteer time and services, use the rate established in HUD notices, such as the rate of ten dollars per hour. The value of any donated material, equipment, building, or lease should be based on the fair market value at time of donation. Related documentation can be from recent bills of sales, advertised prices, appraisals, or other information for comparable property similarly situated.

Leveraged Funds: The amount of funds expended during the operating year from non-HOPWA federal, state, local, and private sources by grantees or sponsors in dedicating assistance to this client population. Leveraged funds or other assistance used directly in HOPWA program delivery.

Output: The number of units of housing or households that receive HOPWA housing assistance during the operating year.

Outcome: The HOPWA assisted households who have been enabled to establish or better maintain a stable living environment in housing that is safe, decent, and sanitary, (per the regulations at 24 CFR 574.310(b)) and to reduce the risks of homelessness, and improve access to HIV treatment and other health care and support. The goal that eighty percent of HOPWA clients will maintain housing stability, avoid homelessness, and access care by 2011.

Permanent Housing Placement: A supportive housing service that helps establish the household in the housing unit, including reasonable costs for security deposits not to exceed two months of rental costs).

Program Income: Gross income directly generated from the use of HOPWA funds, including repayments. See grant administration requirements on program income for state and local governments at 24 CFR 85.25, or for non-profits at 24 CFR 84.24.

Short-Term Rent, Mortgage and Utility Payments (STRMU): Subsidy or payments subject to the 21-week limited time period to prevent the homelessness of a household (e.g., HOPWA short-term rent, mortgage and utility payments).

Stewardship Units: Units developed, where HOPWA funds were used for acquisition, new construction and rehabilitation, but no longer receive operating subsidies. Report information for the units subject to the three-year use agreement if rehabilitation is non-substantial, and those subject to the ten-year use agreement if rehabilitation is substantial.

Tenant-Based Rental Assistance: (TBRA): An on-going rental housing subsidy for units leased by the client, where the amount is determined based in part on household income and rent costs. Project-based costs are considered facility-based expenditures.

Total by Type of Housing Assistance/Services: The non-duplicated households assisted in units by type of housing assistance dedicated to persons living with HIV/AIDS and their families or services provided that were supported with HOPWA and leveraged funds during the operating year

Housing Opportunities for Persons with AIDS (HOPWA) Consolidated Annual Performance and Evaluation Report - Measuring Performance Outcomes

OMB Number 2506-0133 (Expiration Date: 08/31/2011)

Part 1: Grantee Executive Summary

As applicable, complete the charts below followed by the submission of a written narrative to questions A through C, and the completion of Chart D. Chart 1 requests general grantee information and Chart 2 is to be completed for each organization selected or designated as a project sponsor, as defined by CFR 574.3. In Chart 3, indicate each subrecipient organization with a contract/agreement of \$25,000 or greater that assists grantees or project sponsors carrying out their activities. Agreements include: grants, subgrants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders. These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

1. Grantee Information

HUD Grant Number WVH109-F999 and WVH10-F999		Operating Year for this report From (mm/dd/yy) 07/01/10 To (mm/dd/yy) 06/30/11		
Grantee Name State of West Virginia Governor's Office of Economic Opportunity				
Business Address		700 Washington Street, East, 4 th Floor		
City, County, State, Zip		Charleston	Kanawha	WV 25301
Employer Identification Number (EIN) or Tax Identification Number (TIN)		55-6000-780		
DUN & Bradstreet Number (DUNS):		01-164-7729	Central Contractor Registration (CCR): Is the grantee's CCR status currently active? (See pg 2 of instructions) X Yes <input type="checkbox"/> No	
*Congressional District of Business Address		2		
*Congressional District of Primary Service Area(s)		N/A		
*Zip Code(s) of Primary Service Area(s)		N/A		
City(ies) and County(ies) of Primary Service Area(s)		N/A		
Organization's Website Address www.goeo.wv.gov		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.		
Have you prepared any evaluation report? If so, please indicate its location on an Internet site (url) or attach copy.				

2. Project Sponsor Information

In Chart 2, provide the following information for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3.

Project Sponsor Agency Name Caritas House, Inc.		Parent Company Name, if applicable N/A		
Name and Title of Contact at Project Sponsor Agency		Sharon Wood, Executive Director		
Email Address		swood@caritashouse.net		
Business Address		391 Scott Avenue		
City, County, State, Zip,		Morgantown	Monongalia	WV 26508
Phone Number (with area code)		304-985-0021		Fax Number (with area code) 304-985-0025
Employer Identification Number (EIN) or Tax Identification Number (TIN)		55-0743418		
DUN & Bradstreet Number (DUNS):		94-212-7481		Central Contractor Registration (CCR): Is the sponsor's CCR status currently active? (See pg 2 of instructions) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Congressional District of Business Location of Sponsor		1 & 2		
Congressional District(s) of Primary Service Area(s)		1 & 2		
Zip Code(s) of Primary Service Area(s)		All zip codes in counties reported		
City(ies) and County(ies) of Primary Service Area(s)		All cities in counties reported Monongalia, Marion, Harrison, Wood, Randolph, Marshall, Ohio, Brooke, Hancock, Wetzel, Tyler, Pleasants, Ritchie, Wirt, Jackson, Roane, Calhoun, Gilmer, Lewis, Upshur, Barbour, Tucker, Taylor, Preston, Doddridge		
Total IOPWA contract amount for this Organization		\$106,660.00		
Organization's Website Address www.caritashouse.net		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		If yes, explain in the narrative section how this list is administered.		

2. Project Sponsor Information

In Chart 2, provide the following information for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3.

Project Sponsor Agency Name Covenant House, Inc.		Parent Company Name, if applicable N/A	
Name and Title of Contact at Project Sponsor Agency	David Bennett, Programs Director		
Email Address	dbennett@wvcovenanthouse.org		
Business Address	600 Shrewsbury Street		
City, County, State, Zip,	Charleston	Kanawha	WV 25301
Phone Number (with area code)	304-344-8053	Fax Number (with area code) 304-344-4331	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	55-0743418		
DUN & Bradstreet Number (DUNS):	31-1015583	Central Contractor Registration (CCR): Is the sponsor's CCR status currently active? (See pg 2 of instructions) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Congressional District of Business Location of Sponsor	2		
Congressional District(s) of Primary Service Area(s)	2 & 3		
Zip Code(s) of Primary Service Area(s)	All zip codes in counties reported		
City(ies) and County(ies) of Primary Service Area(s)	All cities in counties reported	Mason, Cabell, Wayne, Mingo, Jackson, Putnam, Kanawha, Clay, Lincoln, Boone, Logan, Webster, Nicholas, Pocahontas, Payette, Greenbrier, Raleigh, Summers, Monroe, Wyoming, Mercer, and McDowell	
Total HOPWA contract amount for this Organization	\$106,660		
Organization's Website Address www.wvcovenanthouse.org	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>	If yes, explain in the narrative section how this list is administered.		

2. Project Sponsor Information

In Chart 2, provide the following information for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3.

Project Sponsor Agency Name Community Networks, Inc.		Parent Company Name, <i>if applicable</i> N/A		
Name and Title of Contact at Project Sponsor Agency	Glenda Helman, Executive Director			
Email Address	ghedeni@yahoo.com			
Business Address	P. O. Box 3064			
City, County, State, Zip,	Martinsburg	Berkeley	WV	25402
Phone Number (with area code)	304-263-6614 x 19		Fax Number (with area code) 304-260-9336	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	55-0743418			
DUN & Bradstreet Number (DUNs):	015900939		Central Contractor Registration (CCR): Is the sponsor's CCR status currently active? (See pg 2 of instructions) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Congressional District of Business Location of Sponsor	2			
Congressional District(s) of Primary Service Area(s)	2			
Zip Code(s) of Primary Service Area(s)	All zip codes in counties reported			
City(ies) and County(ies) of Primary Service Area(s)	All cities in counties reported		Berkeley, Jefferson, Morgan, Mineral, Hardy, Grant, Pendleton, Hampshire	
Total HOPWA contract amount for this Organization	\$87,000.00			
Organization's Website Address N/A	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>	If yes, explain in the narrative section how this list is administered.			

3. Subrecipient Information

In Chart 3, provide the following information for each subrecipient with a contract/agreement of \$25,000 or greater that assist the grantee or project sponsors to carry out their administrative or service delivery functions. Agreements include: grants, subgrants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders. (Organizations listed may have contracts with project sponsors or other organizations beside the grantee.) These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Subrecipient Name				Parent Company Name, <i>if applicable</i>
Name and Title of Contact at Subrecipient				
Email Address				
Business Address				
City, State, Zip, County				
Phone Number (with area code)				Fax Number (include area code)
Employer Identification Number (EIN) or Tax Identification Number (TIN)				
DUN & Bradstreet Number (DUNS):				Central Contractor Registration (CCR): <i>if applicable</i> . Is the subrecipient's CCR status currently active? (See pg 2 of instructions) <input type="checkbox"/> Yes <input type="checkbox"/> No
North American Industry Classification System (NAICS) Code				
Congressional District of Location				
Congressional District of Primary Service Area				
Zip Code(s) of Primary Service Area(s)				
City (ies) and County (ies) of Primary Service Area(s)				
Total HOPWA Contract Amount				

A. Grantee and Community Overview

Provide a one to three page narrative summarizing major achievements and highlights that were proposed and completed during the program year. Include a brief description of the grant organization, area of service, the name(s) of the program contact(s), and an overview of the range/type of housing activities provided. This overview may be used for public information, including posting on HUD's website. *Note: Text fields are expandable.*

The State of West Virginia Governor's Office of Economic Opportunity (GOEO) in partnership with the three Project Sponsors, have been examining both how to be the best stewards of this federal funding and long-term strategic planning. It is important to note that within the CAPER there are only two sites that have begun using HOPWA Formula funding and therefore only two sites reporting any data. It is clear that our projected numbers of households to be served is not in line with actual outputs. The goals of the program set forth in the Consolidated Plan updates reflect a one-year total with the assumption that all three project sites would be reporting concurrently. This, however, has not been the reality of the HOPWA Formula Funding. It is expected that the goals will be reached within the time the Formula 2009 funding is used.

For the past sixteen years, three of the project sponsors have come together to form the West Virginia Coalition for People with HIV/AIDS. The Coalition was established to provide a comprehensive and effective delivery of services to a statewide population not being served in this capacity by any other organization. Presently, the Coalition consists of three non-profits which have extensive experience in providing housing and supportive services. The three groups are: Covenant House, Inc. in Charleston; Caritas House, Inc. in Morgantown; and Community Networks, Inc. in Martinsburg.

The HOPWA program's major focus is to enable persons who participate to maintain their housing. While most of the program participants pay rent, there are a few persons who are home owners. When persons with serious financial strain face a mortgage payment they assess the situation. Short Term Rent Mortgage and Utility (STRMU) money is available for persons at risk of losing their house or apartment. Throughout this past year, and every year we have received this funding, the major focus has been on housing stability. We work with persons to keep their mortgage current and we can pay an entire month's rent if they are facing eviction. Our understanding of the importance of reliable housing stems from research that point to a reduced spread of HIV if one is "off the streets" and not faced with housing issues and falling into risky behavior. We also offer Tenant Based Rental Assistance (TBRA) which resembles HUD Section 8 housing in that we share in the burden of monthly rental costs with the client during times when they face lower income or unexpected costs. Utilities, as they increase put a large dent in the budgets of many who are often caught by surprise by a high bill and must choose between rent, food or heat. Electric and gas utility payments are the most common request for service.

Covenant House began service to Charleston, West Virginia in March of 1981. The main focus was the homeless population but grew to include the working poor in the area. They offer emergency assistance for utility bills, food, clothing, and a place to spend a few hours out of the cold. In 1989 Covenant House began another program which concentrated on issues of housing the ever-growing number of homeless individuals with HIV/AIDS. Covenant House began with a single group home and later added two more. The program now includes twenty-two southern counties in West Virginia. Covenant House has two case managers who cover the area. One case manager covers the western section of southern West Virginia and works mainly out of the main Covenant House office in Charleston, but also has a satellite office in Huntington. The other HOPWA case manager works over the eastern portion of southern West Virginia and has an office in Beckley and also travels to Bluefield once a week to a site there. Covenant House's Executive Director is Melissa Doty.

For 16 years Caritas House, Inc. has made its mission to serve West Virginians infected and affected by HIV/AIDS offering individual, family and community prevention/education and support services. Sharon Wood is the Caritas House Executive Director. Caritas House Inc. utilized HOPWA Formula funds to relocate at least 42 families to safe, affordable housing units within the 25 county area served in northern West Virginia. Most were individuals facing homelessness, sleeping in places not fit for human habitation, living with friends or relatives, in abandoned vehicles or other unsafe areas. During this report period 42 households received support in the form of rent or mortgage assistance, payments on utility bills, mileage reimbursement, food vouchers, cleaning supplies, and referral services.

Case management is available to assist with applications, identify needs, ensure collaboration of community resources, conduct referrals, and offer assistance with housing needs. Housing Coordinator works with individuals/families to evaluate their current housing needs, determine financial support available and provide linkage to area resources. Rural populations are faced with very limited access due to geographic and transportation barriers, many HOPWA recipients do not have a vehicle or public transit to assist them in making applications, arriving at appointments in a timely matter or transporting goods from one location to their homes. Volunteer, Housing, and Case management providers assist to bridge this gap as well by utilizing volunteer services. In local communities forming alliances to better meet the community needs. The Faith community is very active in most West Virginia communities and has proven to be a valuable asset for HOPWA recipients. Caritas House's Executive Director is Sharon Wood.

Community Networks is located in the Eastern Panhandle section of West Virginia and serves 9 northeastern WV counties. This program year was ripe with challenge and opportunity. When the Aids Network's Board of Directors made the decision to close their operation after over a decade of service, ANTS, CNI and the Shenandoah Community Health Center, immediately began to formulate a plan of action that would assure uninterrupted services to ANTS' program participants. Decisions were made by all governing bodies and contracts in place by October 1, 2010. ANTS provided donations of supplies and equipment to help launch the new office. The recent expansion opening an office in Jefferson County is proving very popular; most of our Jefferson County customers have found this to be a better option to access services. In any given month there are a couple of participants that find it more efficient to receive their services at the Berkeley County office. We are able to accommodate this by scheduling appointments two days a week with the dedicated staff person at the Martinsburg office.

In the first quarter of operation –TBRA participants previously served by ANTS were certified, units inspections and assistance begun. Personal reviews and action plans are complete for all TBRA participants. All customers have been transferred from WV HOPWA to Jefferson County. All existing customers have been contacted and initial appointments with Placement Housing Counselor are complete, accomplishing personal reviews and certification of all information.

Communication with SCHC Ryan White staff is frequent and effective. Referrals for HOPWA and other supportive services are made immediately upon beginning of services at SCHC or as in one recent case, at the point of diagnosis. The CNI Executive Director is Glenda Helman.

B. Annual Performance under the Action Plan

Provide a narrative addressing each of the following four items:

1. Outputs Reported. Describe significant accomplishments or challenges in achieving the number of housing units supported and the number households assisted with HOPWA funds during this operating year compared to plans for this assistance, as approved in the Consolidated Plan/Action Plan. Describe how HOPWA funds were distributed during your program year among different categories of housing and geographic areas to address needs throughout the grant service area, consistent with approved plans.

The goal of Community Networks' HIV/AIDS Program is to provide quality housing and supportive services to individuals with HIV/AIDS who meet HOPWA's financial guidelines. These individuals must complete the intake process and provide proof of income and HIV/AIDS status. This goal is implemented using the following objectives:

Objective	Served
Case Management – inclusive of assistance with rent/utilities, life management counseling, info and referral, food assistance, socialization opportunities, laundry facility, and transportation.	172
Housing Assistance - rent/mortgage/utility assistance, placement (application fees, deposits, 1 st month rent), networking with landlords and property managers to locate decent, affordable housing.	393
Nutritional Assistance – food vouchers, food pantry	122
Assistance with medical needs includes financial assistance for prescriptions, eyeglasses, medical testing and dental care as well as other supportive services.	172

2. Outcomes Assessed. Assess program goals against actual client outcomes for achieving housing stability, reducing risks of homelessness, and improving access to care. If current year results are lower than the national program targets (80 percent of HOPWA clients maintain housing stability, avoid homelessness and access care), please describe the steps being taken to achieve the national outcome goal in next operating year.

Of the 127 households served with STRMU: 2 are successfully housed in the HOPWA community residences for long term assistance, 5 are stable without the need of further assistance, 2 are unstable due to substance abuse issues, and 118 are temporarily stable but will probably require help in the next program year.

Of the 91 households served with TBRA: 89 households remain active on the program; 1 household a long time customer is deceased; and 1 household is in private housing.

3. Coordination. Report on program coordination with other mainstream housing and supportive services resources, including the use of committed leveraging from other public and private sources that helped to address needs for eligible persons identified in the Consolidated Plan/Strategic Plan.

All project sites work closely with other mainstream resources in their areas such as the United Way and community foundations and non-profits. All sites are long-term partners with the Ryan White funded case managers as well as the Ryan White HIV/AIDS clinics and large community hospitals and clinics. Every opportunity to utilize matching and leveraging of funds from other services takes place on a continual basis.

4. Technical Assistance. Describe any program technical assistance needs and how they would benefit program beneficiaries.

None at this time

C. Barriers and Trends Overview

Provide a narrative addressing items 1 through 3. Explain how barriers and trends affected your program's ability to achieve the objectives and outcomes discussed in the previous section.

1. Describe any barriers (including regulatory and non-regulatory) encountered, actions taken in response to barriers, and recommendations for program improvement. Provide an explanation for each barrier selected.

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> HOPWA/HUD Regulations | <input type="checkbox"/> Planning | <input checked="" type="checkbox"/> Housing Availability | <input type="checkbox"/> Rent Determination and Fair Market Rents |
| <input checked="" type="checkbox"/> Discrimination/Confidentiality | <input checked="" type="checkbox"/> Multiple Diagnoses | <input type="checkbox"/> Eligibility | <input type="checkbox"/> Technical Assistance or Training |
| <input checked="" type="checkbox"/> Supportive Services | <input type="checkbox"/> Credit History | <input type="checkbox"/> Rental History | <input type="checkbox"/> Criminal Justice History |
| <input checked="" type="checkbox"/> Housing Affordability | <input type="checkbox"/> Other, please explain further | | |

Discrimination/Confidentiality – Discrimination has a negative impact on potential customers' willingness to utilize agency services. As a multi-program agency, Community Networks is able to make pledges to landlords and utility vendors with no risk of identifying the program from which they are receiving their services. Recent expansion of the agency (addition of the Homelessness Prevention Rapid Re-Housing Program) has increased the programs' participant traffic in the Moses House office.

Housing Affordability – The Martinsburg Housing Authority Section 8 waiting list is closed with anticipated waits for those on the list at 2-3 years. Tenant Based Rental Assistance can serve as a bridge to this valuable on-going resource. Affordability for the very low income remains a challenge; however, housing costs are decreasing as a result of the "housing crash". Landlords are expressing more willingness to work with the agency, in fact some landlords are offering move in deals. Landlords remain concerned about finding stable tenants; therefore, they view case management services as an asset.

Multiple Diagnoses – Bi-monthly meetings occur between Community Networks and Shenandoah Community Health Center. At each meeting the mutual case load is reviewed with discussion about substance abuse and mental health issues. Regular communication also occurs with the Veterans Administration HIV/AIDS services coordinator.

Many customers have a long standing history of mental illness, substance abuse, and homelessness. These are often the customers that have not been able to access Social Security Disability or Supplemental Security Income. They often start the process but give up at appeal. CNI staff has received training in the SOAR initiative in order to assist with the SSA application process.

Housing Availability – While affordability is improving, availability of units that meet minimum housing standards is still challenging to locate. Placement assistance allows program participants to apply to multiple units without a negative effect on their budgets by assisting with rental application fees.

Supportive Services – Transportation issues are being addressed by the distribution of transportation vouchers, cooperative efforts with other agencies, and outreaching the services to the customers when they are unable to come to the drop in center. Limited mass transit (non-existent in outlying counties) and taxi services (two small taxi services with an hour plus wait for pick-up) compound this issue at the local level.

Service delivery is challenging for the small number of clients located the furthest distance from the main office. In Pendleton County, where we have 3 customers, it takes three hours travel time to reach them. Budget and time constraints affect how often we are able to visit these areas. A toll free number is provided for the customers. Intakes and services are handled by phone and mail. As budget and time constraints allow, staff do travel to the area by creating a route that assures we have an opportunity to visit each home.

Maintaining a connection with each area's Health Department is essential in order to receive referrals. When traveling to outlying counties, CNI staff visit with the Health Dept. in order to share information about services. Changes in staff mean these relationships need frequent nurturing.

2. Describe any trends in the community that may affect the way in which the needs of persons living with HIV/AIDS are being addressed, and provide any other information important to the future provision of services to this population.

N/A

3. Identify any evaluations, studies, or other assessments of the HOPWA program that are available to the public.

None at this time.

D. Unmet Housing Needs: An Assessment of Unmet Housing Needs

In Chart 1, provide an assessment of the number of HOPWA-eligible households that require housing assistance but are not currently served by HOPWA in this service area.

In Line 1, report the total unmet need of the geographical service area, as reported in *Unmet Needs for Persons with HIV/AIDS*, Table 1B of the Consolidated or Annual Plan(s), or as reported under HOPWA worksheet in the Needs Workbook of the Consolidated Planning Management Process (CPMP) tool. *Note: Report most current data available, through Consolidated or Annual Plan(s), and account for local housing issues, or changes in HIV/AIDS cases, by using combination of one or more of the sources in Chart 2.*

In Rows a through c, enter the number of HOPWA-eligible households by type of housing assistance whose housing needs are not met. For an approximate breakdown of overall unmet need by type of housing assistance refer to the Consolidated or Annual Plan (s), CPMP tool or local distribution of funds.

1. Assessment of Unmet Need for HOPWA-eligible Households

1. Total number of households that have unmet housing needs	= 41
From Item 1, identify the number of households with unmet housing needs by type of housing assistance	
a. Tenant-Based Rental Assistance (TBRA)	= 16
b. Short-Term Rent, Mortgage and Utility payments (STRMU)	= 15
c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities	= 10

2. Recommended Data Sources for Assessing Unmet Need (check all sources used)

<input checked="" type="checkbox"/> = Data as reported in the area Consolidated Plan, e.g. Table 1B, CPMP charts, and related narratives
<input checked="" type="checkbox"/> = Data established by area HIV/AIDS housing planning and coordination efforts, e.g. Continuum of Care
<input type="checkbox"/> = Data from client information provided in Homeless Management Information Systems (HMIS)
<input checked="" type="checkbox"/> = Data from project sponsors or housing providers, including waiting lists for assistance or other assessments on need
<input type="checkbox"/> = Data from prisons or jails on persons being discharged with HIV/AIDS, if mandatory testing is conducted
<input type="checkbox"/> = Data from local Ryan White Planning Councils or reported in CARE Act Data Reports, e.g. number of clients with permanent housing
<input type="checkbox"/> = Data collected for HIV/AIDS surveillance reporting or other health assessments, e.g. local health department or CDC surveillance data

End of PART 1

PART 2: Sources of Leveraging

Report the source(s) of cash or in-kind leveraged federal, state, local or private resources identified in the Consolidated or Annual Plan and used in the delivery of the HOPWA program and the amount of leveraged dollars.

[1] Sources of Leveraging		Total Amount of Leveraged Dollars (for this operating year)	
		[2] Housing Assistance	[3] Supportive Services and other non-direct housing costs
1.	Program Income	=	=
2.	Federal government (please specify): ESG	= 1916.13	= 4428.32
	Ryan White/HRSA	= 2000.00	= 70,140.00
	Social Security Admin/Veteran's Admin.	= 18,854.10	= 43,992.90
	HUD SHP	= 1250.00	=
	HOPWA Competitive Grant	23,519.45	
3.	State government (please specify)	=	=
	WV State Budget Line Item	= 7777.85	= 29,388.45
	WV HIV Consortia	=	= 14,860.00
	DHHR	= 250.00	=
4.	Local government (please specify)	=	=
		=	=
		=	=
		=	=
5.	Foundations and other private cash resources (please specify)	=	=
	Broadway Cares/Equity Fights AIDS	= 500.00	= 8365.14
	United Way of Monongalia County	= 700.00	= 12486.11
	Empty Bowls		1500.00
	Community Donations/Fundraising	= 1915.30	= 1915.30
6.	In-kind Resources	= 941.00	= 2704.85
7.	Resident rent payments in Rental, Facilities, and Leased Units	= 815.77	= 2560.40
8.	Grantee/project sponsor (Agency) cash	=	=
9.	TOTAL (Sum of 1-7)	= 60,439.60	= 192,341.47

End of PART 2

PART 3: Accomplishment Data - Planned Goal and Actual Outputs

In Chart 1, enter performance information (goals and actual outputs) for all activities undertaken during the operating year supported with HOPWA funds. Performance is measured by the number of households and units of housing that were supported with HOPWA or other federal, state, local, or private funds for the purposes of providing housing assistance and support to persons living with HIV/AIDS and their families. *Note: The total households assisted with HOPWA funds and reported in PART 3 of the CAPER should be the same as reported in the annual year-end IDIS data, and goals reported should be consistent with the Annual Plan information. Any discrepancies or deviations should be explained in the narrative section of PART 1.*

1. HOPWA Performance Planned Goal and Actual Outputs

HOPWA Performance Planned Goal and Actual		Output Households				Funding	
		HOPWA Assistance		Non-HOPWA		e. HOPWA Budget	f. HOPWA Actual
		a.	b.	c.	d.		
		Goal	Actual	Goal	Actual		
Housing Subsidy Assistance		Output Households					
1.	Tenant-Based Rental Assistance	66	91			112290.35	44886.87
2a.	Households in permanent housing facilities that receive operating subsidies/leased units	7	1			43740.00	601.54
2b.	Households in transitional/short-term housing facilities that receive operating subsidies/leased units	0	0			0	0
3a.	Households in permanent housing facilities developed with capital funds and placed in service during the program year	0	0			0	0
3b.	Households in transitional/short-term housing facilities developed with capital funds and placed in service during the program year	00	0			189170.05	43825.26
4.	Short-Term Rent, Mortgage and Utility Assistance	140	127				
5.	Adjustments for duplication (subtract)						
6.	Total Housing Subsidy Assistance	213	219			345200.40	89313.67
Housing Development (Construction and Stewardship of facility based housing)		Output Units					
7.	Facility-based units being developed with capital funding but not opened (show units of housing planned)	0	0			0	0
8.	Stewardship Units subject to 3 or 10 year use agreements	0	0				
9.	Total Housing Developed	0	0			0	0
Supportive Services		Output Households					
10a.	Supportive Services provided by project sponsors also delivering HOPWA housing assistance	190	172			72500.00	12673.57
10b.	Supportive Services provided by project sponsors serving households who have other housing arrangements	0	0				
11.	Adjustment for duplication (subtract)	0	0				
12.	Total Supportive Services	190	172			72500.00	12673.57
Housing Placement Assistance Activities							
13.	Housing Information Services	252	156			82500.00	29359.86
14.	Permanent Housing Placement Services	60	60			33955.77	43866.44
15.	Adjustment for duplication	0	42			0	0
16.	Total Housing Placement Assistance	312	174			166455.77	73226.30
Grant Administration and Other Activities							
17.	Resource Identification to establish, coordinate and develop housing assistance resources					0	0
18.	Technical Assistance (if approved in grant agreement)					0	0
19.	Grantee Administration (maximum 3% of total HOPWA grant)					19373.00	8630.70
20.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					42310.83	17107.70
Total Expenditures for program year (Sum of rows 6, 9, 12, 16, and 20)						645840.00	200,951.94

2. Listing of Supportive Services

Report on the use of HOPWA funds for all supportive services. In Rows 1 through 16, provide the (unduplicated) total of all households and expenditures for each type of supportive service for all project sponsors.

Supportive Services .		Number of <u>Households</u> Receiving HOPWA Assistance	Amount of HOPWA Funds Expended
1.	Adult day care and personal assistance		
2.	Alcohol and drug abuse services		
3.	Case management/client advocacy/ access to benefits & services	172	9093.56
4.	Child care and other child services		
5.	Education		
6.	Employment assistance and training		
7.	Health/medical/intensive care services, if approved Note: Client records must conform with 24 CFR §574.310		
8.	Legal services		
9.	Life skills management (outside of case management)		
10.	Meals/nutritional services	122	3580.01
11.	Mental health services		
12.	Outreach		
13.	Transportation		
14.	Other Activity (if approved in grant agreement). Specify:		
15.	Adjustment for Duplication (subtract)	122	
16.	TOTAL Households receiving Supportive Services (unduplicated)	172	12,673.57

End of PART 3

Part 4: Summary of Performance Outcomes

HOPWA Long-term Performance Objective: *Eighty percent of HOPWA clients will maintain housing stability, avoid homelessness, and access care each year through 2011.*

Section 1. Housing Stability: Assessment of Client Outcomes on Maintaining Housing Stability (Permanent Housing and Related Facilities)

In Column 1, report the total number of eligible households that received HOPWA housing assistance, by type. In Column 2, enter the number of households continuing to access each type of housing assistance, the following year. In Column 3, report the housing status of all households that exited the program. Columns 2 (Number of Households Continuing) and 3 (Exited Households) summed will equal the total households reported in Column 1. *Note: Refer to the housing stability codes that appear in Part 5: Worksheet - Determining Housing Stability Outcomes.*

[A] Permanent Housing Assistance	[1] Total Number of Households Receiving Housing Assistance	[2] Assessment: Number of Households Continuing with this Housing (per plan or expectation for next year)		[3] Assessment: Number of Exited Households and Housing Status	
Tenant-Based Rental Assistance	= 91		= 89	1 Emergency Shelter/Streets	=
				2 Temporary Housing	=
				3 Private Housing	= 1
				4 Other HOPWA	=
				5 Other Subsidy	=
				6 Institution	=
				7 Jail/Prison	=
				8 Disconnected/Unknown	=
				9 Death	= 1
Permanent Supportive Housing Facilities/Units	= 1		= 1	1 Emergency Shelter/Streets	=
				2 Temporary Housing	=
				3 Private Housing	=
				4 Other HOPWA	=
				5 Other Subsidy	=
				6 Institution	=
				7 Jail/Prison	=
				8 Disconnected/Unknown	=
				9 Death	=
[B] Transitional Housing Assistance	[1] Total Number of Households Receiving Housing Assistance	[2] Of the Total Number of Households Receiving Housing Assistance this Operating Year		[3] Assessment: Number of Exited Households and Housing Status	
Transitional/Short-Term Supportive Facilities/Units	= 0	Total number of households that will continue in residences:	= 0	1 Emergency Shelter/Streets	=
				2 Temporary Housing	=
				3 Private Housing	=
				4 Other HOPWA	=
			= 0	5 Other Subsidy	=
		Total number of households whose tenure exceeded 24 months:		6 Institution	=
				7 Jail/Prison	=
				8 Disconnected/unknown	=
				9 Death	=

Section 2. Prevention of Homelessness: Assessment of Client Outcomes on Reduced Risks of Homelessness (Short-Term Housing Assistance)

Report the total number of households that received STRMU assistance in Column 1. In Column 2, identify the result of the housing assessment made at time of assistance, or updated in the operating year. (Column 3 provides a description of housing outcomes; therefore, data is not required.) In Row 1a, enter the total number of households served in the prior operating year that received STRMU assistance this year. In Row 1b, enter the total number of households that received STRMU Assistance in the 2 prior operating years that received STRMU assistance this year. *Note: The sum of Column 2 should equal the number of households reported in Column 1.*

Assessment of Households receiving STRMU Assistance

[1] STRMU Housing Assistance	[2] Assessment of Housing Status	[3] HOPWA Client Outcomes
= 127	Maintain Private Housing without subsidy (e.g. Assistance provided/completed and client is stable, not likely to seek additional support)	= 1
	Other Private Housing without subsidy	=
	Other HOPWA support (PH)	= 4
	Other housing subsidy (PH)	= 3
	Institution (e.g. residential and long-term care)	=
	Likely to maintain current housing arrangements, with additional STRMU assistance	=116
	Transitional Facilities/Short-term (e.g. temporary or transitional arrangement)	=
	Temporary/non-permanent Housing arrangement (e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days)	= 2
	Emergency Shelter/street	=
	Jail/Prison	=
	Disconnected	=
	Death	= 1
1a. Total number of households that received STRMU assistance in the prior operating year, that also received STRMU assistance in the current operating year.		=117
1b. Total number of those households that received STRMU assistance in the two (2 years ago) prior operating years, that also received STRMU assistance in the current operating year.		= 32

Section 3. HOPWA Outcomes on Access to Care and Support

1A. Status of Households Accessing Care and Support by Project Sponsors delivering HOPWA Housing Assistance/Housing Placement/Case Management

Use Table 1 A for project sponsors that provide HOPWA housing assistance/housing placement with or without case management services. In Table 1A, identify the number of client households receiving any type of HOPWA housing assistance that demonstrated improved access or maintained connections to care and support within the program year by: having a housing plan; having contact with a case manager/benefits counselor; visiting a primary health care provider; accessing medical insurance/assistance; and accessing or qualifying for income benefits. *Note: For information on types and sources of income and medical insurance/assistance, refer to Charts 1C and 1D.*

Categories of Services Accessed	Households Receiving Housing Assistance within the Operating Year	Outcome Indicator
1. Has a housing plan for maintaining or establishing stable on-going housing.	219	<i>Support for Stable Housing</i>
2. Has contact with case manager/benefits counselor consistent with the schedule specified in client's individual service plan..	191	<i>Access to Support</i>
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan,	96	<i>Access to Health Care</i>
4. Has accessed and can maintain medical insurance/assistance.	107	<i>Access to Health Care</i>
5. Successfully accessed or maintained qualification for sources of income.	99	<i>Sources of Income</i>

1B. Number of Households Obtaining Employment

In Table 1B, identify the number of recipient households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA funded: job training, employment assistance, education or related case management/counseling services. *Note: This includes jobs created by this project sponsor or obtained outside this agency.*

Categories of Services Accessed	Number of Households that Obtained Employment	Outcome Indicator
Total number of households that obtained an income-producing job	8	<i>Sources of Income</i>

Chart 1C: Sources of income include, but are not limited to the following (Reference only)

<ul style="list-style-type: none"> • Earned Income • Unemployment Insurance • Supplemental Security Income (SSI) • Social Security Disability Income (SSDI) • Veteran's Disability Payment • General Assistance, or use local program name • Temporary Assistance for Needy Families (TANF) income, or use local program name 	<ul style="list-style-type: none"> • Veteran's Pension • Pension from Former Job • Child Support • Alimony or Other Spousal Support • Retirement Income from Social Security • Private Disability Insurance • Worker's Compensation
--	--

Chart 1D: Sources of medical insurance and assistance include, but are not limited to the following (Reference only)

<ul style="list-style-type: none"> • MEDICAID Health Insurance Program, or local program name • Veterans Affairs Medical Services • State Children's Health Insurance Program (SCHIP), or local program name 	<ul style="list-style-type: none"> • MEDICARE Health Insurance Program, or local program name • AIDS Drug Assistance Program (ADAP) • Ryan White-funded Medical or Dental Assistance
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2A. Status of Households Accessing Care and Support through HOPWA-funded Services receiving Housing Assistance from Other Sources

In Table 2A, identify the number of client households served by project sponsors receiving HOPWA-funded housing placement or case management services who have other and housing arrangements that demonstrated improved access or maintained connections to care and support within the program year by: having a housing plan; having contact with a case manager/benefits counselor; visiting a primary health care provider; accessing medical insurance/assistance; and accessing or qualifying for income benefits. *Note: For information on types and sources of income and medical insurance/assistance, refer to Charts 2C and 2D.*

Categories of Services Accessed	Households Receiving HOPWA Assistance within the Operating Year	Outcome Indicator
1. Has a housing plan for maintaining or establishing stable on-going housing.		<i>Support for Stable Housing</i>
2. Successfully accessed or maintained qualification for sources of income.		<i>Sources of Income</i>
3. Had contact with a primary health care provider consistent with the schedule specified in clients individual service plan.		<i>Access to Health Care</i>
4. Has accessed and can maintain medical insurance/assistance.		<i>Access to Health Care</i>
5. Has contact with case manager, benefits counselor, or housing counselor consistent with the schedule specified in client's individual service plan.		<i>Access to Support</i>

2B. Number of Households Obtaining Employment

In Table 2B, identify the number of recipient households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA funded: job training, employment assistance, education or related case management/counseling services. *Note: This includes jobs created by this project sponsor or obtained outside this agency.*

Categories of Services Accessed	Number of Households that Obtained Employment	Outcome Indicator
Total number of households that obtained an income-producing job	6	<i>Sources of Income</i>

Chart 2C: Sources of income include, but are not limited to the following (Reference only)

<ul style="list-style-type: none"> • Earned Income • Unemployment Insurance • Supplemental Security Income (SSI) • Social Security Disability Income (SSDI) • Veteran's Disability Payment • General Assistance, or use local program name • Temporary Assistance for Needy Families (TANF) income, or use local program name 	<ul style="list-style-type: none"> • Veteran's Pension • Pension from Former Job • Child Support • Alimony or Other Spousal Support • Retirement Income from Social Security • Private Disability Insurance • Worker's Compensation
--	--

Chart 2D: Sources of medical insurance and assistance include, but are not limited to the following (Reference only)

<ul style="list-style-type: none"> • MEDICAID Health Insurance Program, or local program name • Veterans Affairs Medical Services • State Children's Health Insurance Program (SCHIP), or local program name 	<ul style="list-style-type: none"> • MEDICARE Health Insurance Program, or local program name • AIDS Drug Assistance Program (ADAP) • Ryan White-funded Medical or Dental Assistance
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End of PART 4

PART 5: Worksheet - Determining Housing Stability Outcomes

1. This chart is designed to assess program results based on the information reported in Part 4.

Permanent Housing Assistance	Stable Housing (# of households remaining in program plus 3+4+5+6= #)	Temporary Housing (2)	Unstable Arrangements (1+7+8= #)	Life Event (9)
Tenant-Based Rental Assistance (TBRA)	79	0	0	1
Permanent Facility-based Housing Assistance/Units	1	0	0	0
Transitional/Short-Term Facility-based Housing Assistance/Units	0	0	0	0
Total Permanent HOPWA Housing Assistance	80	0	0	1
Reduced Risk of Homelessness: Short-Term Assistance	Stable/Permanent Housing	Temporarily Stable, with Reduced Risk of Homelessness	Unstable Arrangements	Life Events
Short-Term Rent, Mortgage, and Utility Assistance (STRMU)	6	118	0	1
Total HOPWA Housing Assistance	86	118	0	2

Background on HOPWA Housing Stability Codes

Stable Permanent Housing/Ongoing Participation

3 = Private Housing in the private rental or home ownership market (without known subsidy, including permanent placement with families or other self sufficient arrangements) with reasonable expectation that additional support is not needed.

4 = Other HOPWA-funded housing assistance (not STRMU), e.g. TBRA or Facility-Based Assistance.

5 = Other subsidized house or apartment (non-HOPWA sources, e.g., Section 8, HOME, public housing).

6 = Institutional setting with greater support and continued residence expected (e.g., residential or long-term care facility).

Temporary Housing

2 = Temporary housing - moved in with family/friends or other short-term arrangement, such as Ryan White subsidy, transitional housing for homeless, or temporary placement in institution (e.g., hospital, psychiatric hospital or other psychiatric facility, substance abuse treatment facility or detox center).

Unstable Arrangements

1 = Emergency shelter or no housing destination such as places not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station, or anywhere outside).

7 = Jail /prison.

8 = Disconnected or disappeared from project support, unknown destination or no assessments of housing needs were undertaken.

Life Event

9 = Death, i.e., remained in housing until death. This characteristic is not factored into the housing stability equation.

Tenant-based Rental Assistance: Stable Housing is the sum of the number of households that (i) remain in the housing and (ii) those that left the assistance as reported under: 3, 4, 5, and 6. Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item: 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

Permanent Facility-Based Housing Assistance: Stable Housing is the sum of the number of households that (i) remain in the housing and (ii) those that left the assistance as shown as items: 3, 4, 5, and 6. Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

Transitional/Short-Term Facility-Based Housing Assistance: Stable Housing is the sum of the number of households that (i) continue in the residences (ii) those that left the assistance as shown as items: 3, 4, 5, and 6. Other Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

Tenure Assessment. A baseline of households in transitional/short-term facilities for assessment purposes, indicate the number of households whose tenure exceeded 24 months.

STRMU Assistance: Stable Housing is the sum of the number of households that accessed assistance for some portion of the permitted 21-week period and there is reasonable expectation that additional support is not needed in order to maintain permanent housing living situation (as this is a time-limited form of housing support) as reported under housing status: Maintain Private Housing with subsidy; Other Private with Subsidy; Other HOPWA support; Other Housing Subsidy; and Institution. Temporarily Stable, with Reduced Risk of Homelessness is the sum of the number of households that accessed assistance for some portion of the permitted 21-week period or left their current housing arrangement for a transitional facility or other temporary/non-permanent housing arrangement and there is reasonable expectation additional support will be needed to maintain housing arrangements in the next year, as reported under housing status: Likely to maintain current housing arrangements, with additional STRMU assistance; Transitional Facilities/Short-term; and Temporary/Non-Permanent Housing arrangements. Unstable Situation is the sum of number of households reported under housing status: Emergency Shelter; Jail/Prison; and Disconnected.

End of PART 5

PART 6: Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY)

Grantees that use HOPWA funding for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for HOPWA eligible individuals for at least ten years. If non-substantial rehabilitation funds were used they are required to operate for at least three years. Stewardship begins once the facility is put into operation. This Annual Certification of Continued HOPWA Project Operations is to be used in place of other sections of the APR, in the case that no additional HOPWA funds were expended in this operating year at this facility that had been acquired, rehabilitated or constructed and developed in part with HOPWA funds.

1. General information

HUD Grant Number(s) WVH09-F999	Operating Year for this report From (mm/dd/yy) To (mm/dd/yy) <input type="checkbox"/> Final Yr X Yr 1; <input type="checkbox"/> Yr 2; <input type="checkbox"/> Yr 3; <input type="checkbox"/> Yr 4; <input type="checkbox"/> Yr 5; <input type="checkbox"/> Yr 6; <input type="checkbox"/> Yr 7; <input type="checkbox"/> Yr 8; <input type="checkbox"/> Yr 9; <input type="checkbox"/> Yr 10;
Grantee Name State of West Virginia Governor's Office of Economic Opportunity	Date Facility Began Operations (mm/dd/yy) June 1, 1989

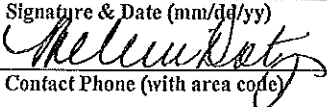
2. Number of Units and Leveraging

Housing Assistance	Number of Units Receiving Housing Assistance with HOPWA funds	Amount of Leveraging from Other Sources Used during the Operating Year
Stewardship units (developed with HOPWA funds but no current operations or other HOPWA costs) subject to 3 or 10 year use periods	4	\$9,000.00

3. Details of Project Site

Name of HOPWA-funded project site	Covenant House (Dixie Street)
Project Zip Code(s) and Congressional District(s)	25311-1937
Is the address of the project site confidential?	X Yes, protect information; do not list. <input type="checkbox"/> Not confidential; information can be made available to the public.
If the site address is not confidential, please provide the contact name, phone, email, and physical address, if different from business address.	

I certify that the facility that received assistance for acquisition, rehabilitation, or new construction from the Housing Opportunities for Persons with AIDS Program has operated as a facility to assist HOPWA-eligible persons from the date shown above. I also certify that the grant is still serving the planned number of HOPWA-eligible households at this facility through leveraged resources and all other requirements of the grant agreement are being satisfied.

<i>I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.</i>	
Name & Title of Authorized Official Melissa Doty, CFO	Signature & Date (mm/dd/yy)  9/15/11
Name & Title of Contact at Grantee Agency (person who can answer questions about the report and program) Julie Britton Haden, Homeless Programs Administrator	Contact Phone (with area code) 304-558-8860 x 213

End of PART 6

PART 6: Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY)

Grantees that use HOPWA funding for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for HOPWA eligible individuals for at least ten years. If non-substantial rehabilitation funds were used they are required to operate for at least three years. Stewardship begins once the facility is put into operation. This Annual Certification of Continued HOPWA Project Operations is to be used in place of other sections of the APR, in the case that no additional HOPWA funds were expended in this operating year at this facility that had been acquired, rehabilitated or constructed and developed in part with HOPWA funds.

1. General information

HUD Grant Number(s) WVH09-F999 and WVH10-F999	Operating Year for this report From (mm/dd/yy) To (mm/dd/yy) <input type="checkbox"/> Final Yr <input checked="" type="checkbox"/> Yr 1; <input type="checkbox"/> Yr 2; <input type="checkbox"/> Yr 3; <input type="checkbox"/> Yr 4; <input type="checkbox"/> Yr 5; <input type="checkbox"/> Yr 6; <input type="checkbox"/> Yr 7; <input type="checkbox"/> Yr 8; <input type="checkbox"/> Yr 9; <input type="checkbox"/> Yr 10;
Grantee Name State of West Virginia Governor's Office of Economic Opportunity	Date Facility Began Operations (mm/dd/yy) 7/1/1995

2. Number of Units and Leveraging

Housing Assistance	Number of Units Receiving Housing Assistance with HOPWA funds	Amount of Leveraging from Other Sources Used during the Operating Year
Stewardship units (developed with HOPWA funds but no current operations or other HOPWA costs) subject to 3 or 10 year use periods	1	\$6,500

3. Details of Project Site

Name of HOPWA-funded project site	Faith Haven
Project Zip Code(s) and Congressional District(s)	24504, 2nd Congressional District
Is the address of the project site confidential?	<input checked="" type="checkbox"/> Yes, protect information; do not list. <input type="checkbox"/> Not confidential; information can be made available to the public.
If the site address is not confidential, please provide the contact name, phone, email, and physical address, if different from business address.	

I certify that the facility that received assistance for acquisition, rehabilitation, or new construction from the Housing Opportunities for Persons with AIDS Program has operated as a facility to assist HOPWA-eligible persons from the date shown above. I also certify that the grant is still serving the planned number of HOPWA-eligible households at this facility through leveraged resources and all other requirements of the grant agreement are being satisfied.

<i>I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.</i>	
Name & Title of Authorized Official Glenda Helman, Executive Director	Signature & Date (mm/dd/yy) <i>Glenda Helman</i> 9-16-11
Name & Title of Contact at Grantee Agency (person who can answer questions about the report and program) Julie Britton Hadeo, Homeless Programs Administrator	Contact Phone (with area code) 304-558-8860 x 213

End of PART 6

PART 6: Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY)

Grantees that use HOPWA funding for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for HOPWA eligible individuals for at least ten years. If non-substantial rehabilitation funds were used they are required to operate for at least three years. Stewardship begins once the facility is put into operation. This Annual Certification of Continued HOPWA Project Operations is to be used in place of other sections of the APR, in the case that no additional HOPWA funds were expended in this operating year at this facility that had been acquired, rehabilitated or constructed and developed in part with HOPWA funds.

1. General information

HUD Grant Number(s) WVH09-F999	Operating Year for this report From (mm/dd/yy) To (mm/dd/yy) <input type="checkbox"/> Final Yr X Yr 1; <input type="checkbox"/> Yr 2; <input type="checkbox"/> Yr 3; <input type="checkbox"/> Yr 4; <input type="checkbox"/> Yr 5; <input type="checkbox"/> Yr 6; <input type="checkbox"/> Yr 7; <input type="checkbox"/> Yr 8; <input type="checkbox"/> Yr 9; <input type="checkbox"/> Yr 10;
Grantee Name State of West Virginia Governor's Office of Economic Opportunity	Date Facility Began Operations (mm/dd/yy) 10-14-1995

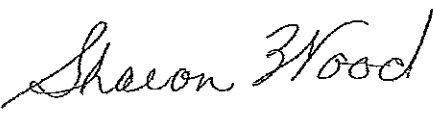
2. Number of Units and Leveraging

Housing Assistance	Number of Units Receiving Housing Assistance with HOPWA funds	Amount of Leveraging from Other Sources Used during the Operating Year
Stewardship units (developed with HOPWA funds but no current operations or other HOPWA costs) subject to 3 or 10 year use periods	4	59,081.00

3. Details of Project Site

Name of HOPWA-funded project site	Caritas House (Cherry Street)
Project Zip Code(s) and Congressional District(s)	26508 District One
Is the address of the project site confidential?	X Yes, protect information; do not list. <input type="checkbox"/> Not confidential; information can be made available to the public.
If the site address is not confidential, please provide the contact name, phone, email, and physical address, if different from business address.	

I certify that the facility that received assistance for acquisition, rehabilitation, or new construction from the Housing Opportunities for Persons with AIDS Program has operated as a facility to assist HOPWA-eligible persons from the date shown above. I also certify that the grant is still serving the planned number of HOPWA-eligible households at this facility through leveraged resources and all other requirements of the grant agreement are being satisfied.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.	
Name & Title of Authorized Official Sharon Wood, Executive Director	Signature & Date (mm/dd/yy)  09/13/11
Name & Title of Contact at Grantee Agency (person who can answer questions about the report and program) Julie Britton Haden, Homeless Programs Administrator	Contact Phone (with area code) 304-558-8860 x 213

End of PART 6